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PART IV-B

Rules and Orders (Other than those published in Parts I, I-A, and I-L) made
by the Government of Gujarat under the Gujarat Acts

EDUCATION DEPARTMENT

NOTIFICATION

Sachivalaya, Gandhinagar, 11th September, 2024

THE GUJARAT PRIVATE UNIVERSITIES ACT, 2009.

No:GH/SH/49/EPU/2020/603/KH-1:- In exercise of the powers conferred by Section 26-of the Gujarat Private Universities Act, 2009 (Gujarat Act No.8 of 2009), the Government of Gujarat hereby approves the First Statutes of the CVM University, VallabhVidyanagar, Anandas proposed by the Governing Body of the CVM University, Anand in its meeting held on 21st June, 2021.

By order and in the name of the Governor of Gujarat,

ANKURKUMAR UPADHYAY,

Under Secretary to Government.

CVM UNIVERSITY

Vallabh Vidyanagar

Gujarat Private Universities

(Second Amendment) Act, 2019

Gujarat Act No. 20 of 2019

CHAPTER - I**PREAMBLE****1. Short Title:**

The Charutar Vidya Mandal (CVM) University has been established by inclusion in the schedule as per Section 3(1) under Serial No. 35 of the Gujarat Private Universities (Second Amendment) Act 2019 (Gujarat Act No. 20 of 2019), which came into force on 25th September, 2019 through Government of Gujarat's notification No. GH/SH/82/EPU/2019/1025/KH-1.

2. Introduction:

- (a) The University is driven by the Provisions of Acts and Statutes. The First Statutes are the statutes of the CVM University framed in accordance with the provision of the act by the governing body, which will come in to effect on the date these are finally approved by the Government of Gujarat and published in the official Gazette.
- (b) The statutes are prepared in conjunction with the provision of the Gujarat Private Universities Act 2009. In case of any difference in the provision of the act or the rules or the statutes the provision of the act or the rules prevail.
- (c) Nothing in these statutes shall be deemed to bar the University from amending these statutes and the amended statutes if any shall be applicable with immediate, retrospective or prospective effect as decided by the governing body of the university.

3. Definitions:

In addition to the contents under the "Definitions" of the Act the following are inserted:

- (a) "Act" means the "Gujarat Private Universities Act 2009".
- (b) "colleges/schools/institutes" means various institutions/colleges established and managed by the CVM University;
- (c) "Employee" means employee appointed on regular/ contractual/ temporary or ad-hoc basis in the University;
- (d) "President" means the President of the CVM University appointed as per the provision of Section 14 of the Act;
- (e) "Programmes" means programmes and courses of study offered at the University;

4. Objectives:

The Objective of the CVM University shall be inclined with the objective of Gujarat Private University Act (2009) and Charutar Vidya Mandal, the sponsoring body of CVM University.

The objects of the University shall be to create, organize, preserve and disseminate knowledge in the fields of science, technology, humanities, social sciences, education, managements, commerce, law, pharmacy, Medical, Paramedical, healthcare and any other field for the advancement of mankind in particular and other objects of the University shall be as follows, namely:

- (a) to provide for instruction, teaching and training in the University in the field of higher education and make provisions for research, advancement and dissemination of knowledge;
- (b) to establish, maintain and manage institutions and centers of excellence, to create, organize, preserve and disseminate knowledge in the fields of Medical, Dental, Paramedical, Pharmacy, Physiotherapy,

Nursing, Healthcare Management, AYUSH, (Ayurved, Yoga & Naturopathy, Unani, Siddha and Homoeopathy) Rehabilitation Sciences, Clinical Research, Public Health, Medical Biotechnology, Paramedical Sciences, other Allied Health Sciences/Disciplines, Engineering, Architecture, Technological Sciences, and other Allied Disciplines, emerging Technology courses like Smartphones, e-Learning, e-Health, e-Commerce, 3D printing, robotics, autonomous vehicles, Artificial Intelligence(AI), Internet of Things(IoTs), Big Data, Robotic Process, Automation(RPA), Cloud Computing, Augmented/Virtual/ Mixed Reality(AR/VR/MR), Block Chain, Cyber Security, educational technology, nanotechnology, Machine learning engineer, UX designer, Data scientist, any other field in diverse disciplines (recognized and approved by the statutory regulatory authorities- if applicable), as necessary to provide research, higher education, professional education, distance learning and e-learning facilities of high order, as per their current status or as they may develop in future;

- (c) to develop infrastructure for research, higher education, professional education, teaching, training, extension and outreach, including continuing education, distance learning and e-learning, to create capabilities for upgrading infrastructure to global standards;
- (d) to offer the academic programmes of the University through distance education, online education, correspondence and any other mode matching with the environmental developments such as technology need, after obtaining appropriate approvals from the regulatory bodies;
- (e) to develop educational programmes and confer degree for certificates, diplomas degrees and post-graduates courses, doctorate degrees and post- doctoral programmes and to maintain a high standard of education, to collaborate with national and global institutions, to offer programmes and to create capabilities for upgrading programmes to the global standards subject to the guidelines of the UGC/regulatory bodies;
- (f) to set up off-campus centres, study centres and examination centres within the State and or off-shore campus/units for quality Higher/Professional education through courses/programs with focus on competency, employability, entrepreneurship, skill development; either by self or in collaboration with partner Institutions/Industries or through consortium subject to the permission of the regulatory bodies under any law made by the Parliament and any regulation, rules, etc. made by the regulating bodies;
- (g) to provide consultancy to the industry and public organizations;
- (h) to develop training facilities in the field of higher education;
- (i) to provide for arrangement for national and global participation in the field of higher education with the consent of UGC and/or GoG if required;
- (j) to undertake scientific research, clinical trials, R & D consultancy, innovation, collaborative activities for research, faculty exchange, student exchange, industry internship, and to create an eco-system for Innovations and entrepreneurship with incubation centre to create centres of excellence for research and development and for sharing knowledge and its application;
- (k) to undertake Memorandum of Understanding (MoU), Agreement, linkages etc., with National and International - Schools, Institutions, Universities, Organizations, Philanthropists, Industries, Government Agencies, Non-Government Organizations (NGOs), Professional associations, Corporate Houses, Research laboratories etc. for Academic, Clinical Training, Internship, On job training, Project work, Faculty exchange. Student exchange. Collaborative research programs, consultancy etc. with the consent of UGC and/or GoG if required;
- (l) to establish close linkage with the industry, business, educational institutions and other section is of the society to make teaching, research, training, documentation, publication, use of various media and outreach activities at the University relevant to the needs of the University and society, at national and international level;
- (m) to pursue any other objectives as may be approved by the State Government.

FIRST STATUTES**CHAPTER - II****AUTHORITIES OF THE UNIVERSITY****(Under Section 16 (3),19,20,21 and 22 of the Act)****POWERS and FUNCTIONS of UNIVERSITY**

The University shall exercise the following powers and perform the following functions, namely:-

- (i) to administer and manage the University, establish, administer and manage its colleges/school/institutes and centres for research, education, training, extension and outreach including continuing education, distance learning and e-learning at its campus within the State of Gujarat;
- (ii) to provide for research, higher education, professional education, teaching, training, extension and outreach including continuing education, distance learning and e-learning in the fields of science, technology, humanities, social sciences, education, other fields;
- (iii) to conduct innovative experiments in educational technologies, teaching and learning methods, to collaborate with national and international institutions and to offer joint programmes with such institutes to constantly improve the delivery of education and to achieve international standards of education;
- (iv) to prescribe courses, curricula and methodologies including electronic and distance learning and provide for flexibility in the delivery of education.
- (v) To hold examinations and confer degree, diploma or grant certificates and other academic distinctions or titles on persons subject to such condition as the University may determine and to withdraw or cancel any such degrees, diplomas or certificates and other academic distinctions or titles in the manner prescribed by the Regulations;
- (vi) to confer honorary, degrees or other distinctions in the manner prescribed by the Statutes;
- (vii) to establish schools, centers, institutes, colleges and conduct the programmes and courses of study as are in the opinion of the University, necessary for the furtherance of its objects;
- (viii) to declare as a colleges/school/institutes, centre institution imparting education as are in the opinion of the University, necessary for the furtherance of its objects or to establish a new colleges/school/institutes, centre institution for the purpose;
- (ix) to provide for printing, publishing and reproduction of research, educational material and other works and to organize exhibitions, conferences, workshops and seminars;
- (x) to establish knowledge resource centre;
- (xi) to sponsor and undertake research and educational programmes in the fields of science, technology, humanities, social sciences, education, management, commerce, law, pharmacy, healthcare and any other allied areas;
- (xii) to collaborate or associate with any educational institution with like or similar objects;
- (xiii) to establish campuses including virtual campus for the purpose of achieving the objectives of the University;
- (xiv) to undertake research and to obtain registration in respect of such research in the nature of patents, design rights and such or similar rights with the competent authorities;
- (xv) to maintain linkages and collaborate with educational or other institutions in any part of the world having objects wholly or partially similar to those of the University, through exchange of students, researchers, faculty and staff and generally in such manners as may be conducive to their common objects;
- (xvi) to render services of research, training. Consultancy and such other services as required for the purpose of the University;
- (xvii) to develop and maintain relationships with faculty, researchers, administrators and domain experts in science, technology, humanities, social sciences, education, management, law, commerce, pharmacy, healthcare and allied area for achieving the objects of the University;

- (xviii) to regulate the expenditure and to manage the finances and to maintain the accounts of the University;
- (xix) to receive funds, movable and immovable properties, equipments, software and other resources from business, industry, other sections of society, national and international organization or any other source by transfers or as gifts, donations, benefactions or bequests for the purposes and objects of the University;
- (xx) to establish, maintain and manage halls, hostels for students and quarters for the residence of faculty and staff;
- (xxi) to construct, manage and maintain centers, complexes auditorium, buildings, stadium for the advancement of sports, cultural, co-curricular and extra-curricular activities;
- (xxii) to supervise and control the residence and regulate the discipline of students, faculty and staff of the University and to make arrangements for promoting their health, general welfare, social and cultural activities;
- (xxiii) to fix, demand and receive or recover fees and such other charges as may be prescribed by the Statutes;
- (xxiv) to institute and award fellowships, scholarships, prizes, medals and other awards;
- (xxv) to purchase or to take on lease or accept as gifts, bequests, legacies or otherwise any land or building or works which may be necessary or convenient for the purpose of the University and on such terms and conditions as it may think fit and proper and to construct or alter and maintain any such building or work;
- (xxvi) to sell, exchange, lease or otherwise dispose of all or any portion of the properties of the University, movable or immovable, on such terms as it may think fit and consistent with the interest, activities and objects of the University;
- (xxvii) to draw and accept, to make and endorse, to discount and negotiate promissory notes, bills of exchange, cheques and other negotiable instruments;
- (xxviii) to raise and borrow money on bond, mortgages, promissory notes or other obligations or securities founded or based upon all or any of the properties and assets of the University or without any securities and upon such terms and conditions as it may think fit and to payout of the funds of the University, all expenses incidental to the raising of money and to repay and redeem any money borrowed;
- (xxix) to invest the funds of the University in or upon such securities and transpose any investment from time to time in such manner as it may deem fit in the interest of the University;
- (xxx) to execute conveyances regarding transfers, mortgages, leases, licenses, agreements and other conveyances in respect of property, movable or immovable including Government securities belonging to the University or to be acquired for the purpose of the University;
- (xxxi) to admit students for the courses offered by the University in the manner prescribed by the Ordinances;
- (xxxii) to create academic, technical, administrative, ministerial and other posts prescribing qualifications by the Ordinances and to make appointments thereto;
- (xxxiii) to regulate and enforce discipline among the students, employees of the University and to provide for such disciplinary measures as may be prescribed by the Regulations;
- (xxxiv) to institute professorships, associate professorships, assistant professorships, readerships, lectureships and any other teaching, academic or research posts and to prescribe by the Statutes, the qualifications for the persons to be appointed on such posts;
- (xxxv) to appoint qualified persons as professors, associate professors, assistant professors, readers, lecturers or as teachers and researchers or other officers of the University;
- (xxxvi) to co-operate with other Universities and acquire membership of bodies, authorities or associations, which may have been formed for the advancement of learning, science or research, or for the dissemination of knowledge or for the physical and normal welfare of students, in such manner and for such purpose as the University may determine by Statutes;
- (xxxvii) to delegate all or any of its power (except the power to make regulations) to any officer or authority of the University, and;
- (xxxviii) to do all such acts and things as the University may consider necessary conducive or incidental to the attainment or enlargement if all or any of the objects of the University.

Constitution, Term, Powers and Meeting of the Authorities of the University

Under Section 16 (3), 19, 20, 21 and 22 of the Act (1) The following shall be the authorities of the university: Authorities of the University

- (a) The Governing Body;
- (b) The Board of Management;
- (c) The Academic Council;
- (d) Such other authorities may be declared by the university by subsequent statutes to be the authorities of the university.

Under Section 20(1) of the Act (2) Constitution of the Governing Body: The Governing Body

- (a) The president;
- (b) The provost;
- (c) Four persons to be nominated by the Chairman of the sponsoring body out of whom two shall be eminent educationists;
- (d) Two Deans or Directors of the colleges/school/institutes or centers of the university to be nominated by rotation by the Provost in consultation with the Chairman of the sponsoring body;
- (e) One expert of Management or Information Technology from outside the university to be nominated by the governing body;
- (f) Three experts representing other disciplines such as finance, legal, social sector to be nominated by the governing body;
- (g) One eminent industrialist to be nominated by the governing body; and
- (h) Secretary to the government of Gujarat, Higher and Technical Education or his representative not below the rank of Deputy Secretary to government or Deputy Commissioner ex-officio.

(3) Chairman of the Governing Body:

The President of the University shall be the Chairman of the Governing Body. For a meeting, in the absence of the President the Governing Body can nominate any other member of the Governing Body as Chairman of the Governing Body for that particular meeting.

(4) Member Secretary:

The Registrar shall act as the Member Secretary of the Governing Body, the Board Of Management and the Academic Council and will be responsible for recording the proceedings of the Governing Body Meetings but he/she shall not have a right to vote.

(5) Term of Office of Members of the Governing Body:

- (a) The term of nominated members of the Body shall be three years from the date of nomination;
- (b) An ex-officio member shall continue so long as he holds the office by virtue of which he is such a member.
- (c) As nearly as one third of the nominated members except the ex-officio member shall retire by rotation each year. In the first two instances, the body may decide the procedure to identify the members who will retire.

- (d) A member may be re-nominated for the next term.
- (e) A member may resign from his/her office by writing to the chairperson. However he/she shall continue in his/her office until the resignation has been accepted by the chairperson.

Under Section 20(4), 20(5) and 15(1) of the Act

- (6) Powers of Governing Body:
- The Governing Body shall be the supreme authority of the University. All the movable and immovable property of the University shall vest in the Governing Body. The Governing Body shall have the following powers:
- (a) To provide general superintendence and direction and to monitor functioning of the University by using all such powers as are provided by this Act or the Statutes, Ordinances, Regulations or Rules made there under;
 - (b) To review the decisions of other authorities of the University in case they are not in conformity with the provisions of this Act or the Statutes, Ordinances, Regulations or Rules made there under;
 - (c) To formulate and review the policies, programmes and activities of the University and suggest measures for the development of the University but it shall be in accordance with the State Government and UGC norms.
 - (d) To direct the Board of Management to take such steps as are necessary for achieving the objectives of the University;
 - (e) To approve the budget and annual report of the University;
 - (f) To make provision for instituting and conferring degrees, honorary degrees, diplomas, certificates and other academic distinctions;
 - (g) To recommend to the Sponsoring Body about the voluntary liquidation of the University.
 - (h) To make First statutes of the University and submit to State Government for its approval.
 - (i) To exercise such other powers as it may deem necessary for the performance of functions and the administration of the University.

Under Section 20(6) of the Act

- (7) Meetings of the Governing Body
- (a) The Governing Body shall meet at least once in Four Months normally.
 - (b) The Chairman of the Governing Body shall be empowered to convene meetings besides 'a' above in emergency cases.
 - (c) The President may nominate a person in his absence as per the Statute-3. Such nominated person shall preside over the Governing Body of that particular meeting only.
 - (d) The President shall have the right to invite eminent persons for the Governing Body meeting as per the requirements of the University.
 - (e) Minimum four members shall form the quorum for a meeting of the Board of the Governors.
 - (f) If any urgent action is required, the President may, with the approval of the majority of the Governing Body permit the business to be transacted by circulation among the members of the Governing Body. The report of the action so taken shall be placed before the next meeting of the Governing Body as action taken by President.
 - (g) The Governing Body shall take decisions based on consensus. However, in

case of differences, the decision can be taken by majority of votes.

- (h) A special meeting of the Governing Body can be called at the request of not less than ten members of the Governing Body.

Under Section (8)
21 of the Act

Board of
Management

The Board of Management shall be the chief Executive Body of the University. Board of Management shall consist of :

- (a) The President of the University as the Chairperson of the Board of Management. However the President may at his discretion nominate any other member of the Governing Body to be the Chairperson of Board of Management;
 - (b) The Provost;
 - (c) Two members of the Governing Body, to be nominated by the Chairman of the Sponsoring Body;
 - (d) Two persons, who are not the members of the Governing Body to be nominated by the Chairman of the Sponsoring Body;
 - (e) Three persons from amongst the faculty members of the University to be nominated by the Chairman of the Sponsoring Body;
 - (f) One faculty member, to be nominated by the President.
 - (g) The Chairperson, Board of Management shall have the right to invite an eminent person to the meetings of Board of Management as per the requirements of University.
 - (h) The Registrar shall act as the Member Secretary of the Board of Management and will be responsible for recording proceedings of the Board of Management meetings.
- (9) Powers of Board of Management:
- The powers of the Board of Management shall be as prescribed by the Statutes in this regard.
- (10) Meetings of Board of Management:
- (a) The Board of Management shall meet at least once in Two months.
 - (b) The Chairperson, Board of Management or in his/her absence, any member of the Board of Management nominated by him/her shall preside over that meeting of the Board of Management.
 - (c) The Board of Management shall meet, at such time and place with such period of notice and shall observe such rules of procedure in regard to transaction of business at its meeting (including the quorum at such meeting) as may be provided by the statutes / ordinances.
 - (d) If any urgent action is required, the Chairperson, Board of Management may, with approval of the majority of the members of the Board of Management, permit the business to be transacted by circulation among the members of the Board of Management. The action so taken as approved by circulation shall be placed before the next meeting of the Board of Management as action taken by the Chairman.
 - (e) Minimum four members shall form a quorum for a meeting of the Board of Management.

Under Section (11)
22 of the Act

Academic
Council

The Academic Council shall be the principal academic body of the University and shall, subject to the provisions of this Act, the Statutes, the Ordinances and the rules made there under, co-ordinate and exercise general supervision over the academic policies of the University.

(12) Constitution of Academic Council:

- (1) The Academic Council shall consist of the Provost and such other members as may be prescribed by the Statutes.
- (2) The Provost shall be the Chairperson of the Academic Council.
- (3) The Academic Council shall be the principal academic body of the University and shall, subject to the provisions of this Act, the Statutes, the Ordinances and the rules made there under, co-ordinate and exercise general supervision over the academic policies of the University.
- (4) The quorum for meetings of the Academic Council shall be such as may be prescribed by the Statutes.

(13) Powers and Functions of Academic Council:

The academic council shall be the Principal academic body of the University and shall, subject to the provisions of this Act, the Statutes, the Ordinances and the Rules made there under, co-ordinate and exercise general supervision over the academic policies of the University.

- (a) To play a pro-active role in the development and implementation of academic programs.
- (b) To report on any matter referred to or delegated to it by the Governing Body or the Board of Management.
- (c) To make recommendations to the Board of Management with regard to the creation, abolition or classification of teaching posts in the University and the duties attached thereto;
- (d) To formulate, modify or revise schemes for the organization of the faculties, schools, centers or specialized institutes, and to assign to them their respective subjects and also to report to the Board of Management as to expediency of the abolition or sub-division of any faculty, school, Centre or specialized institute, or the combination of one with another;
- (e) To make arrangements by regulations for the instruction and examination of persons other than those enrolled in the University.
- (f) To promote research and to acquire reports on such research;
- (g) To make recommendations on the academic functioning of the University and discipline of the students;
- (h) To consider Academic proposals submitted by the faculties;
- (i) To recognize diplomas and degrees of other Universities and Institutions and to determine their equivalence in relation to the diplomas and degrees of the University.
- (j) To fix, subject to any conditions laid by the Governing Body, the time, mode and conditions of competition for fellowships, scholarships and other prizes, and to award the same;
- (k) To make recommendations regarding the conferment or grant of degrees, honours, diplomas, certificates, titles and marks of honour;

- (l) To perform, in relation to academic matters, all such duties and to do such acts as may be necessary for carrying out the provisions of this Act and the regulations.
- (m) To make all subsequent ordinances other than the first ordinances subject to approval by the Board of Management and submit to state Government for its final approval.
- (n) The council should be proactively involved in suggesting the teaching -learning process which will pedagogy such as e-learning, class room learning, blended learning, industry linked project based learning. The contents of the programme should be outcome based.
- (o) There will be a robust monitoring mechanism using the Shewhart cycle. Plan-Do-Check and Act of all the courses, so that the review mechanism ensures continuous improvement in quality.
- (14) Meetings of Academic Council:
 - (a) The Academic Council shall meet as per the needs of academic agenda, but at least once in six months.
 - (b) Minimum seven members shall form a quorum for a meeting of the Academic Council.
 - (c) The Provost or in his absence any member of the Academic Council nominated by him, shall preside over at the meeting of the Academic Council.
 - (d) If any urgent action is required, the Provost may, with the approval of the majority of the Academic Council permit the business to be transacted by circulation among the members of the Academic Council. The action so taken as approved by circulation shall be placed before the next meeting of the Academic Council as action taken item.

CHAPTER – III

(Under Section 13, 14, 15, 16, 17 and 18 of the Act)	<p>(15) The following shall be the officers of the University:</p> <ul style="list-style-type: none"> (a) The President (b) The Provost (c) The Registrar (d) The Chief Finance and Accounts Officer; and (e) Such other officers as may be declared by the Statutes/ Ordinances to be the officers of the University 	OFFICERS OF UNIVERSITY
(Under Section 14 of the Act)	<p>(16)</p> <p>The President of the University shall be appointed by the Governing Body of the Sponsoring Body (CVM) in consultation with the State Government with the following conditions.</p> <ul style="list-style-type: none"> (a) The President shall hold office for a period of three years by following such procedure and on such terms and conditions as may be prescribed by the statutes. After the expiry of the term of three years, however, the incumbent shall be eligible for further appointment. (b) The President shall continue to hold office even after the expiry of his/her term until a new President takes charge of the office. In any case, this period shall not exceed one year. 	President

- (c) The President shall be the head of the University.
- (d) The President shall preside at the meetings of the Governing Body and at the convocation of the University for conferring degrees, diplomas or other academic distinctions and in his absence by any other member of the Governing Body nominated by it
- (17) The President shall have the following powers and duties namely:
 - (a) To make the First Ordinances of the University, which shall be approved by the Board of Management and by the State Government. These powers shall be exercised as per the provisions of Section 28 of the Act
 - (b) To provide general guidance and directions for laying down policies for the functioning of the University by using all such powers as are provided by the Actor the Statutes, or Ordinances, or Regulations, or Rules made there under.
 - (c) To call for any information or record;
 - (d) To institute an inquiry as and when deemed appropriate by him;
 - (e) To appoint the Provost with approval of Governing Body.
 - (f) To remove the Provost in accordance with the provisions of subsection (6) of Section 15 of the Act.
 - (g) Such other powers as may be prescribed by the Statutes.
 - (h) The decision of the President shall be final, in case any decisions taken in emergency by the Provost are questioned by any Body of the University.
 - (i) The President is the Chairperson of Board of Management.
 - (j) The President shall be purely an honorary functionary entailing no direct or indirect monetary benefits
 - (k)
 - i. In an emergency, which in the opinion of the president, requires that immediate action should be taken, he/she shall take such action as he/she deems necessary, and shall at the earliest opportunity thereafter furnish information regarding his/her action to such Authority/ Body, as would have in the ordinary course, dealt with the matter.
 - ii. When action taken by the President, under the above subsection (k)(i) affects any person in the service of the University, such person shall be entitled to try preferring an appeal to the Board of Management within three months from the date on which such action is communicated to him/her.
- (18) The Chairperson, Board of Management
 - (a) The President may nominate a person as Chairperson, Board of Management for smooth functioning of the board.
 - (b) The term of office of Chairperson shall be three years.
 - (c) Upon the completion of the term of appointment, the President may reappoint the same person as Chairperson, Board of Management.
 - (d) The Chairperson Board of Management, if so appointed by the President of the University, will assume the power and authorities as may be delegated by the President as the head of the University.
 - (e) The President may eliminate this position at any time without any reason. Likewise, the President may remove the Chairperson of Board of Management

at any time without assigning any reason.

- (f) In the event the President eliminates the position of the Chairperson, Board of Management, the President shall assume the role of Chairperson, Board of Management.
- (g) In the event the Chairperson, Board of Management either resigns or is removed, the President shall assume this position or appoint someone else on this position.
- (h) However, the President will preside over the meetings of Governing Body and will preside over the convocation function of the University.

(Under
Section 15 of
the Act)

(19)

Provost

- (1) The Provost shall be appointed by the Governing Body (as per the UGC norms) out of the panel of three persons recommended by the Search Committee consisting of the following members, and shall hold office for a term of three years.

(However, the President may initiate action as per subsection-6 of section-15 of the Act at any given point of time.)

- (a) An eminent Professional to be nominated by the Board of Management;
- (b) An eminent educationist to be nominated by the Board of Management; and
- (c) One member of the Board of Management to be nominated by the President:
 - Provided that, after expiry of the term of three years, a person shall be eligible for re-appointment for another term of three years:
 - Provided further that a Provost shall continue to hold the office even after expiry of his term till new Provost takes charge of the office, but in any case this period shall not exceed one year,
 - Provided also that the President may appoint first Provost for a period of one year or until the regular Provost is appointed under this section whichever is earlier.
- (2) The Provost shall be the Principal Executive and Academic Officer of the University and shall exercise general superintendence and control over the affairs of the University and shall enable execution of the decisions of various authorities of the University.
- (3) Where in the opinion of the Provost it is necessary to take immediate action on any matter for which powers are conferred on any other authority by or under this act, he/she may take such action as he/she deems necessary and shall at the earliest opportunity thereafter report his/her action to such officer or authority as would have in the ordinary course dealt with the matter:
 - (a) Provided that if in the opinion of the concerned officer or authority such action should not have been taken by the Provost then such case shall be referred to the President, whose decision thereon shall be final:
 - (b) Provided further that where any such action taken by the Provost, affects any person in the service of the University, such person shall be entitled to prefer, within three months from the date on which such action is communicated to him/her, an appeal to the Board of Management and it may confirm or modify or reverse the action taken by the Provost.
- (4) Where, in the opinion of the Provost, decision of any authority of the University is not within the powers conferred by this Act or the Statutes, the Ordinances, the Regulations or the Rules or is likely to be prejudicial to the

interests of the University, he/she shall request the concerned authority to revise its decision within fifteen days from the date of its decision and in case the authority refuses to revise such decision wholly or partly or fails to take any decision within fifteen days, then such matter shall be referred to the President and his/her decision thereon shall be final

- (5) The Provost shall exercise such powers and perform such functions as may be prescribed by the Statutes or the Ordinances.
- (6) The Provost shall be an *ex-officio* member of the Governing Body, and an *ex-officio* member of the Board of Management.
- (7) The Provost shall report to the Governing Body and shall be entitled to call for reports from the Registrar, the Chief Finance and Accounts Officer of the University and any other authorities of the University. The Provost shall exercise such of the powers and perform such of the duties as the President may either specifically or generally confer on him/her in consultation with the Board of Governors, and as may be prescribed by the Statutes;
- (8) The President may, on representation made or otherwise and after making such inquiry as may be necessary and is of the opinion that the continuance of the Provost in office is not in the interest of the University, by an order in writing stating the reasons therein, direct the Provost to relinquish his office from the date specified in the order.
 - Provided that before taking an action under this sub-section, the Provost shall be given an opportunity of being heard.

(Under
Section 16 of
the Act)

(20)

Registrar

Selection:

- (1) The Registrar shall be appointed by the chairman of the Sponsoring Body based on the recommendation of selection committee (formed as per the UGC norms). The selection procedure is to be followed as per the UGC norms.
- (2) The Governing Body shall prescribe the minimum qualifications and experience for the Post of Registrar, which should be in consonance with the norms prescribed by the UGC.

The conditions of Service including probation, age limit, leaves, etc. of the Registrar shall be as may be prescribed by the Board of Management from time to time but it should be in accordance with the State Government and UGC norms.

- (3) The duties of the Registrar shall be,
 - (a) To exercise such powers and perform such duties as may be specified in the Statutes or the Ordinances.
 - (b) To be the custodian of the Common Seal, buildings, gardens, library and such other property/assets of the University;
 - (c) To be the custodian of the degree certificates and all other important documents.
 - (d) To be the custodian of the employee data and records.
 - (e) To act as Member Secretary to the Governing Body, the Board of Management, the Academic Council, and to such other Boards or Committees as may be appointed from time to time and to keep minutes thereof;

- (Under Section 16(3) of the Act)
- (f) To sign and authenticate all contracts and documents on behalf of the University,
 - (g) To conduct all legal matters and proceedings on behalf of the University;
 - (h) To ensure safety and upkeep of all movable and immovable properties of the University,
 - (i) To place all such information required under Statute, Ordinances, Rules and Regulations before the competent authorities of the University:
 - (j) The Registrar will report to the President/Provost/ Chairman Board of Management as the case may be;
 - (k) To exercise such other powers and perform such other duties as may be assigned to him/her under the Act, Statutes, Ordinances or Regulations or as may be delegated to him/her by the President or the Chairman Board of Management and/or the Provost.
 - (l) To perform such other duties as may be, from time to time, prescribed by the University Authorities,
- (4) The Registrar shall be the Member-Secretary of the Governing Body, the Board of Management and Academic Council but he/she shall not have a right to vote.

(Under Section 17 of the Act)

- (21)
- (1) The Chief Finance and Accounts Officer (CAO) shall be appointed by the chairman of the Sponsoring Body based on the recommendation of selection committee (formed as per the UGC norms). The selection procedure is to be followed as per the UGC norms.
 - (2) The Governing Body shall prescribe the minimum qualifications and experience for the Post of Chief Finance and Accounts Officer by an ordinance,
 - (3) The conditions of Service including probation, age limit, leaves etc. of the Chief Finance and Accounts officer shall be as may be specified in the ordinances.
 - (4) The duties and powers of Finance and Accounts Officer shall be,
 - (a) To maintain the accounts of the University,
 - (b) To prepare annual accounts and place before Board of Management for its consideration before 30th June of every year,
 - (c) To ensure proper maintenance of books of accounts and other records, including a proper system of internal checks and prepare an annual statement of accounts, including the income and expenditure accounts and the balance sheet and present them to the Board of Management and the Governing Body.
 - (d) To monitor proper utilization of University budget,
 - (e) To plan and execute efficient funds management;
 - (f) To keep track of and be responsible for the investments, cash and bank balance;
 - (g) To exercise general supervision over the funds of the University and

Chief Finance
and Accounts
Officer

advise the Provost, Chairman, Board of Management and President with regard to the financial position of the University;

- (h) To take action in any matter relating to Fund raising and fund utilization for the University;
- (i) To take action in all accounting and financial matters of the University;
- (j) To ensure proper implementation of the finance related decisions taken by the Board of Management;
- (k) To perform such other duties as may be, from time to time, prescribed by the University Authorities;
- (l) To play a key role in preparation of the University Budget;
- (m) To exercise such powers and perform such duties as may be specified in the Statutes or the Ordinances.
- (n) The Annual Report of the University shall be prepared by the University which shall include among other matters, the steps taken by the University towards the fulfilment of it's objects and shall be submitted to the State Government.
- (o-1) The annual accounts including balance sheet of the University shall be prepared by the University and the annual accounts shall be audited at least once in every year by the auditors appointed by the University for this purpose.
- (o-2) A copy of the annual accounts together with the audit report shall be submitted to the State Government.

(Under
Section 26 (1)
d,e,f,g,h, I and
j of the Act)

(22)

Other Officers

- (1) The University may appoint such other officers as may be necessary for its functioning.
- (2) The manner of appointment of other officers of the University and their powers and functions shall be as stated in the Statutes. Their powers and functions shall be as prescribed by the Ordinances thereon from time to time.
- (23) Terms and Conditions of employees of University
The terms and conditions of both Teaching and Non-Teaching employees of the University shall be as prescribed by the Ordinances from time to time but it shall be in accordance with the State Government and UGC norms.
- (24) Ordinance
 - (a) The first Ordinances of University shall be made in line of the Act by the President which after being approved by the Board of Management, shall be submitted to the State Government for its approval.
 - (b) All Ordinances other than the First Ordinances shall be made by the Academic Council which after being approved by the Board of Management shall be submitted to the State Government for its approval.
 - (c) The authorities of the University may subject to the prior approval of the Board of Management make Regulations, consistent with this Act, the rules, the Statutes and the Ordinances made thereunder, for the conduct of business of

the each such authority and committees constituted by each such authority.

(25) Grievance Redressal and Arbitration

University Redressal Mechanism is based on principles of fair, natural justice and mutual respect/dignity. It shall provide reasonable opportunity to employees/students/stakeholders.

- (a) Grievance Redressal Mechanism for employees and students shall be institutionalized as prescribed by the Board of Management in consonance with norms of UGC/AICTE/NCTE/Other such Regulatory bodies and Government of Gujarat.
- (b) For Arbitration between and of the stakeholders and the management, provision shall be as prescribed by the Board of Management in consonance with prevalent legal provisions in the state and country.
- (c) In case of any legal perspectives, the matter may strictly be as per the court of jurisdiction of Anand, Gujarat, India.

(26) Conferment of Honorary Degrees and Academic Distinctions

The University has a right to award an honorary degree to distinguished personalities.

- (a) The proposal of conferring any Honorary Degree or Academic Distinction to some distinguished personality shall be made in writing to the Chairman of the Academic Council. Such proposals may also emanate from the Governing Body or Board of Management.
- (b) On receipt of the proposal a meeting of the Academic Council shall be called to consider the proposal;
- (c) At such a special meeting of the Academic Council, the Provost shall call upon the members to indicate their opinion about the proposal. If the proposal is passed by the Academic Council it shall be placed before the Governing Body through the Board of Management for approval;
- (d) Every proposal for conferment of any Honorary Degree or Academic Distinction shall be made separately and considered in respect of a proposed recipient;
- (e) No employee, trustee or officer holding any position either in the University or in the sponsoring body is eligible for an honorary degree.

(27) Financial Assistance, Scholarships and Fellowship

Exemption from payment of tuition fees, provision of scholarship, fellowship and other such initiatives shall be as prescribed by the Board of Management from time to time.

(Under
Section 32 of
the Act)

(28) Admission in Various Programmes and Enrollment of Students

The University admissions will be based on merit only.

- (a) Where there is a central admission process, the University shall uphold the principles and procedure prescribed by the Government authority/Regulatory bodies in respect of admissions in the respective programmes.
- (b) Policy for admission including reservation of seats etc. shall be as prescribed by the Ordinances/Regulations made from time to time but it shall be in accordance with the State Government.
- (c) For enrollment as a student for the programme offered by the University, one has to satisfy the conditions of enrollment in the manner prescribed by the

Ordinances/ Regulations made from time to time.

(29) Fees for the Programmes

The University believes in imparting affordable education to all.

- (a) Some of our programmes are professional programmes, which are covered under the Fee Regulatory Mechanism of the State Government. In these programmes, the University shall charge the fees as may be prescribed by the Fee Regulatory Committee.
- (b) For all other programmes the tuition, enrollment, registration, gymkhana, library, examination and other fees for the students of the University shall be as prescribed by the Board of Management from time to time.

(30) Colleges/schools/institutes of the University

The following Colleges/Institutes are the colleges/schools/ institutes under the ambit of the CVM University subject to addition and omission by the University authorities:

- (1) N.V. Patel College of Pure and Applied Science
 - (2) Ashok & Rita Patel Institute of Integrated Study & Research in Biotechnology and Allied Sciences
 - (3) Institute of Science & Technology for Advanced Studies & Research
 - (4) S.G.M.E. College of Commerce & Management
 - (5) Institute of Language Studies & Applied Social Sciences
 - (6) C. Z. Patel College of Business & Management
 - (7) CVM Institute of Human Resource Development
 - (8) CVM College of Fine Arts
 - (9) R. N. Patel Ipcowala School of Law and Justice
 - (10) Waymade College of Education
 - (11) Centre for Studies and Research on Life and Works of Sardar Vallabhbhai Patel
 - (12) C. L. Patel Institute of Studies and Research in Renewable Energy
 - (13) Shantaben Manubhai Patel School of Studies & Research in Architecture and Interior Design
 - (14) G. H. Patel College of Engineering & Technology
 - (15) A. D. Patel Institute of Technology
 - (16) Madhuben and Bhanubhai Patel Women Institute of Engineering for Studies and Research in Computer and Communication Technology
 - (17) Indukaka Ipcowala College of Pharmacy
 - (18) Govindbhai Joarabhai Patel Institute of Ayurvedic Studies and Research
 - (19) S. S. Patel College of Physical Education
- A. The university at its discretion may add, modify, rename, reorganize, merge or close down any institute college and change academic or administrative position as deemed appropriate by competent authorities on proper justification and not detrimental to the interest of the students of the University
 - B. Cross Institute programmes/inter-disciplinary programmes may be

incorporated in one or more Institutes or even independently as per the evaluation and decision by the competent authority/Board of Management.

- C. The University may add some supportive and service institutions, as may be needed. The Institutes may offer joint degree or integrated degree programmes with other Institutes or in the same institute of the University with the approval of the Academic Council and the Board of Management.

Requirement at the colleges/schools/institutes

The Governing Body may frame rules for appointments, conditions, functions and responsibilities as per the requirement of the College/ Institute in this regard from time to time through resolutions.

- (31) Powers and Functions of the colleges/schools /institutes

The Board of Management may frame rules with regard to Powers and Functions of the colleges/schools/institutes through resolutions from time to time as per the need.

- (32) Other Responsibilities

The Governing Body may frame rules with regard to the responsibilities to be assigned to various faculty members and their duties from time to time.

- (33) Appointment and Terms of Academic and Quasi-academic Staff

- (a) The academic staff namely viz. Assistant Professor, Associate Professor, Professor and Principal/Director of College/ Institution on regular, part-time and ad-hoc basis shall be appointed in the University as per the norms (Qualifications and Selection Process) of the UGC/AICTE /NCTE/State Government and other such regulating bodies from time to time.
- (b) The University may appoint quasi-academic staff as and when required as per the terms and conditions prescribed by the Governing Body.

- (34) Appointments of Non-teaching staff

The University shall appoint all non-teaching staff including officers except through a process of selection as per Statute-42.

(Under
Section 33 of
the Act)

- (35)

Convocation

- (A)

- (1) All eligible students who meet the graduation requirements will be awarded a degree in the next convocation after meeting such requirements:
 - (a) The faculty body of the respective colleges/schools /institutes will send recommendations for the award of degree to the Academic Council.
 - (b) The Academic Council will send its recommendation for awarding the degrees to students to the Board of Management.
 - (c) The Board of Governing Body, based on the recommendation by the Board of Management shall approve the award of degrees to the students.

- (B) Conferment of Degrees

- (1) The University shall confer degrees or diplomas or certificates or other academic titles and distinctions on the persons who have fulfilled the requirements of the University, awarded generally at the annual convocation either in person or in absentia.
- (2) The Governing Body, on the recommendation of the Dean of each Faculty, or

in his / her absence the Senior Member of the Faculty, shall pass the necessary graces for conferment of the degrees. The President on behalf of the University shall confer the degrees upon the person so recommended and approved by the Governing Body.

(36) Withdrawal of Degree or Diploma

Degrees, once awarded, can be withdrawn through a process for the reasons to be listed in the Regulation of the University.

CHAPTER – IV

OTHER COMMITTEES

(37)

The Finance
Committee

The Finance Committee shall consist of the following members:

- (a) The Chairperson, Board of Management, *Ex-officio*
- (b) The Provost, *Ex-officio*
- (c) The Registrar, *Ex-officio*,
- (d) Two members of the Board of Management nominated by the Board of Management
- (e) Three members to be nominated by the Chairman of the Sponsoring Body (Charutar Vidya Mandal)
- (f) The Chief Finance Accounts Officer of the University shall act as member secretary.
- (g) Term of the nominated member of the Finance Committee shall be three years.
- (h) A nominated member shall cease to be a member of the Finance Committee if he ceases to be a member of the Board of Management.
- (i) Similarly, a member nominated by the Chairman of the Sponsoring Body (CVM) under clause 'e' above may be discontinued at any point of time as member of the Finance Committee by the Chairman at his discretion.

(38) Powers and functions of Finance Committee:

The Finance Committee shall have following powers and discharge the following functions, namely,

- (a) To examine and scrutinize the annual budget of the University and to make recommendations on financial matters to the Board of Management.
- (b) To consider all proposals for new expenditure and to make recommendations to the Board of Management including in the matter of Investment of Funds placed at the disposal of the University.
- (c) To consider the periodical statements of accounts and to review the finances of the University from time to time and to consider re-appropriation statements and audit reports, and to make recommendations thereon to the Board of Management.
- (d) To prepare budget estimates for the following year for the consideration of Board of Management.
- (e) To consider quotation & tenders received by the University for various purposes except as otherwise provided & to make recommendations thereon to the Board of Management in the matter of accepting or rejecting any or all.

- (f) To prepare the annual accounts of the University under the direction of Board of Management and submit to Board of Management for audit.
- (g) The Board of Management shall after the accounts are audited submit a copy thereof along with a copy of the Audit report to Governing Body.
- (h) To give views and to make recommendations to the Board of Management on any financial matters affecting the University, either on its own motion or on reference from the Board of Management or the Chairperson, Board of Management.
- (i) The Finance Committee shall meet at least once in Two months. Four members of the Finance Committee shall form the quorum for a meeting.
- (j) The Chairperson, Board of Management or in his absence, the Provost shall preside over the meetings of the Finance Committee.

(39) Staff Selection Committee for Appointment of non-teaching staff:

The Selection Committee for appointment of all regular non-teaching staff except the Registrar shall consist of:

- (a) The Chairperson of Board of Management shall be the Chairperson;
- (b) The Provost;
- (c) Director/ Principal of the concerned College/ Institution;
- (d) (i) Two experts in the concerned area according to the cadre of the post
(ii) For technical posts, out of above two experts one should be from the specialized area of the post concerned
- (e) Two persons nominated by the President of the University.
- (f) The Registrar – Member Secretary.

At least four members including one expert shall form the quorum.

(40)

The Chairperson Board of Management shall convene the meetings of Staff Selection Committee as and when required. Chairperson, Board of Management may delegate the authority to convene the committee meeting to the Provost.

(41) Endowment Funds and Various Chairs of Studies:

The Chairperson, Board of Management shall constitute a search cum selection committee for making recommendations for appointment to the senior academicians (like Chair Professor, Professor Emeritus and like). The search cum selection committee shall consist of:

- (a) The Chairperson, Board of Management
 - (b) The Provost
 - (c) One member of the Governing Body with good academic background
 - (d) Where an endowment is from a donor/sponsoring authority has accepted for funding a chair/project the donor/sponsoring authority or his representative may be co-opted as a member of the committee for implementation
- (42) Other Committees, Standing and Ad-hoc Committees for Various Purposes

The Board of Management shall constitute the following committees:

- (1)
- (a) Publication Board
 - (b) Board of Sports and Welfare
 - (c) Library Committee
 - (d) Building Committee
 - (e) University / College Development Council
 - (f) Admission Committee
- (2) The Board of Management shall also define the Constitution and powers of the committees through the ordinances.
- (3) The Board of Management may also by resolution, constitute such Standing Committees or appoint ad-hoc committees of such persons and for such purposes and with such powers as the Board of Management may think fit for exercising any power or discharging any function of the University or inquiring into, and reporting or advising upon, any matter relating to the University.
- (43) Transitory Powers of First President:
- Where any authority of the University is not constituted, the President of the University may discharge all or any of the functions of such authority and, for that purpose, may exercise any power of such authority until such authority is constituted.

CHAPTER – V

(Under
Section 41 of
the Act)

(44)
(1)

If the sponsoring body proposes to dissolve itself according to the provisions of law governing it's constitution or incorporation, it shall give at least six months prior notice to the State Government.

- (2) The State Government shall, on receipt of such notice make such arrangements as may be necessary, for the administration of the University from the date of dissolution of the sponsoring body till the completion of syllabus by the last batch of students admitted to the University and may also cause the functioning of the University to continue by appointing an administrator in place of the sponsoring body, who shall be entrusted with the powers, duties and functions of the Sponsoring Body as prescribed under this Act.

(Under
Section 42 of
the Act)

(45)
(1)

The Sponsoring Body who intends to dissolve the University shall give a notice to the effect in the prescribed manner to the State Government. The State Government, after due consideration, may dissolve the University in the manner as may be prescribed:

Provided that the dissolution of the University shall have effect only after the last batches of students of the regular courses have completed their courses and they have been awarded degrees, diplomas or as the case may be awards.

(2)

On the dissolution of the University all the assets and liabilities of the University shall vest in the Sponsoring Body in the manner as may be prescribed.

WINDING UP
OF
UNIVERSITY

(3)

Whether the State Government decides under sub-section (1) to dissolve the University, it may vest the powers of the Governing Body in the prescribed manner to other societies having similar objects till the dissolution of the University takes effect under the proviso to sub-section (1).

(Under
Section 43 of
the Act)

(46)

(1)

Where the State Government is of the opinion that the University has contravened any of the provisions of this Act, the Rules, the Statutes or the Ordinances made thereunder or has violated any of the directions issued by it under this Act or a situation of financial mismanagement or mal-administration has arisen in the University, it shall issue the notice requiring the University to show cause within forty-five days as to why an administrator be not appointed.

(2)

On receipt of reply of the University on the notice issued under sub-section (1), if the State Government is satisfied that there is a prima facie case of contravention of any of the provisions of this Act, the Rules, the Statutes or the Ordinances made there under or violation of directions issued by it under this Act or there is financial mismanagement or mal-administration, it shall make an order of such inquiry as it may consider necessary.

(3)

The State Government shall, for the purposes of any such inquiry under sub-section (2), appoint an inquiry officer or officers to inquire into any of the allegations and to make report thereon.

(4)

The inquiry officer or officers appointed under sub-section (3) shall have the same powers as are vested in a civil court under the Code of Civil Procedure, 1908 while trying a suit in respect of the following matters, namely:-

- (a) Summoning and enforcing the attendance of any person and examining him on oath;
- (b) Requiring the discovery and production of any such document or any other material as may be predicable in evidence;
- (c) Requisitioning any public record from any court or office.

(5)

On receipt of the inquiry report from the officer or officers appointed under sub-section (3), if the State Government is satisfied that the University has contravened all or any of the provisions of this Act, the Rules, the Statutes or the Ordinances made thereunder or has violated any of the directions issued by it under this Act or a situation of financial mismanagement and mal-administration has arisen in the University which threatens the academic standard of the University, it may appoint an administrator.

(6)

The administrator appointed under sub-section (5) shall exercise all the powers and perform all the duties of the Governing Body and the Board of Management under this Act and shall administer the affairs of the University until the last batch of the students of the regular courses have completed their courses and they have been awarded with degrees, diplomas or, as the case may be, awards.

(7)

After having been awarded the degrees, diplomas or, as the case may be, awards to the last batches of the students of the regular courses, the administrator shall make a report to that effect to the State Government.

(8)

On receipt of the report under sub-section (7), the State Government shall dissolve the University and on dissolution of the University, all the assets and liabilities of the University shall vest in the sponsoring body.

